



COUNTY OF LOS ANGELES COMMISSION ON HUMAN RELATIONS

Los Angeles County
Board of Supervisors

Gloria Molina
First District

Yvonne Brathwaite Burke
Second District

Zev Yaroslavy
Third District

Don Knabe
Fourth District

Michael D. Antonovich
Fifth District

David E. Janssen
Chief Administrative Officer

June 21, 2005

Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

APPROVAL OF AMENDMENT NO.1 TO SOLE SOURCE CONTRACTS
WITH SIX COMMUNITY-BASED ORGANIZATIONS PROVIDING HATE
CRIME VICTIM ASSISTANCE AND ADVOCACY INITIATIVE SERVICES

(ALL DISTRICTS AFFECTED; 3 VOTES REQUIRED)

IT IS RECOMMENDED THAT YOUR BOARD:

Authorize and instruct the Executive Director of the Commission on Human Relations to sign Amendment No. 1 to Agreement No. 29011105, with the Asian Pacific American Legal Center, the Coalition for Humane Immigrant Rights of Los Angeles, the Los Angeles Gay and Lesbian Center, the Muslim Public Affairs Council, the South Asian Network, and the Southern Christian Leadership Conference (Martin Luther King, Jr. Legacy Center), substantially similar to Exhibit I, and approved as to form by County Counsel, to increase the total, combined, maximum County obligation from \$168,750 to \$206,250 (a maximum increase of \$6,250 per agency), and to extend the term of the Agreements for a maximum of two (2) months through August 31, 2005, to provide Hate Crime Victim Assistance and Advocacy Initiative (HCVAI) services and programs, pending completion of a new Request For Proposals (RFP) process and selection of vendors for FY 2005-2006, thereby preventing a lapse in the availability of these services.

PURPOSE OF RECOMMENDED ACTION/JUSTIFICATION

The purpose of the recommended action is to ensure that the Commission can continue to provide needed hate crime victim assistance and advocacy services through the Hate Crime Victim Assistance and Advocacy Initiative (HCVAI) partner agencies, with which the Commission currently has agreements, pending the completion of a new Request For Proposals (RFP)

Los Angeles County
Human Relations
Commission

Thomas A. Saenz, Esq.
President

Albert DeBlanc, Esq.
Vice President

Rev. Zedar E. Broadous
Vice President

Lea Ann King

Vice President

Ray Bartlett

Vice President/Secretary

Donna Bojarsky
Vito Cannella
Mario Ceballos
Grand Master Tong Suk Chun
Judy Coffman
Susanne Cumming, Esq.
Adrian Dove
Kathay Feng, Esq.
Rebecca Isaacs, Esq.
Eleanor Montaño

Honorary Members
John Anson Ford (1883-1983)
Morris Knight (1920-2003)
Catherine G. Stern
Philip R. Valera
Rabbi Alfred Wolf (1915-2004)

Robin S. Toma, Esq.
Executive Director

Terri Villa-McDowell, Esq.
Asst. Exec. Dir., Programs

Eugene Stevenson
Asst. Exec. Dir., Admin./Fin.

Process, and selection of vendors to provide services beginning in FY 2005-2006.

The proposed amendment would provide for an extension of the County's agreements with HCVAAL partner agencies, on a month-to-month basis, for a maximum of two months, effective July 1, 2005, and would include a 10-day cancellation provision. This action is made necessary due to unforeseen technical errors and omissions contained in 10 of 11 of the proposals received in response to the Commission's Request For Proposals to provide hate crime services, which was initiated on May 8, 2005 and has since been canceled. That result made it impractical to proceed further as a representative pool of qualified vendors would not be available from which to select services providers. Commission intends to provide specific information to proposers regarding such technical errors so that they can be averted in the submission for the new RFP.

The Commission on Human Relations established the Hate Crime Victim Assistance and Advocacy Initiative in 1999. Prior to that time, most of the groups targeted by hate crime in Los Angeles County lacked a community organization having the resources to directly involve itself in providing assistance and in developing community support for hate crime victims, delivered in a culturally and/or linguistically competent manner, or to advocate for needed policy changes regarding hate crime. As a result of previous action by your Board in authorizing funding for these services, notable success has been achieved in the types and quality of programs, services and training, provided to County residents through contract services providing agencies. In turn, this has produced significant overall growth in the community's capacity to support hate crime victims, and to engage in educational activities that reduce hate crime.

Implementation of Strategic Plan Goals

The recommended Board actions furthers the implementation of Strategic Plan programmatic goal 8 regarding "Public Safety" in that they provide an essential component in a comprehensive countywide emergency response plan for terrorism or other critical incidents. The requested actions are also consistent with the County Organizational goal 2, "Organizational Effectiveness," by ensuring that service delivery systems for hate crime victims are efficient, effective, and goal-oriented (capacity-building component of the project).

FISCAL IMPACT/FINANCING

Sufficient funds to support the requested contract extensions (the maximum amount of \$6,250 per contractor, the maximum total of \$37,500 for all six contractors combined)

are in the Board-approved Human Relations Commission's FY 2005-06 budget. Each contract extension shall contain a ten-day termination clause to facilitate the Commission ability to cancel the extensions should the process of selecting vendors require less time than projected.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On January 11, 2005, your Board approved six (6) sole source agreements with the Asian Pacific American Legal Center, the Coalition for Humane Immigrant Rights of Los Angeles, the Los Angeles Gay and Lesbian Center, the Muslim Public Affairs Council, the South Asian Network, and the Southern Christian Leadership Conference, to provide hate crime services pursuant to the Hate Crime Victim Assistance and Advocacy Initiative (HCVAAI). These agreements allowed the Commission to fund each agency to a maximum \$28,125 in total funding, through June 30, 2005, to hire a full-time staff member dedicated to work with Commission staff to carry out the HCVAAI program work.

Attendant to this action, the Commission, on May 5, 2005, issued a Request For Proposals (RFP) to provide Hate Crime Victim Assistance and Advocacy Initiative services, effective July 1, 2005. The RFP was circulated via the Internal Services Department website, the County's Office of Small Business, the Commission's departmental website and through electronic and postal mailings to known and potential providers of services. An optional bidder's conference was held on May 9, 2005 to answer vendor questions. Subsequent to the RFP's closing on May 18, 2005, a total of eleven (11) proposals were received, ten (10) of which failed to meet the technical requirements of the RFP, leaving a negligible pool of qualified proposals from which to select seven (7) potential service providers. After consultation with County Counsel, a "Notice of Cancellation of the Request For Proposals (RFP) Process" was issued on June 10, 2005.

Your Board's authorization of this action will give the Commission an opportunity to:

- Re-initiate a competitive solicitation process to permit other community agencies to compete for the contracts;
- Expand the scope of informational assistance provided to potential proposers to facilitate their capacity to meet technical requirements of the County's bid solicitation process; and,
- Avoid disruption to the development and operation of the County's hate crime/hate incident response infrastructure.

Amendment No. 1, attached as Exhibit 1, has been approved as to form by County Counsel. The Chief Administrative Office has reviewed the proposed actions.

DELEGATION OF AUTHORITY

This action seeks Board delegation of authority to the Executive Director, or his designee, to extend these six sole source agreements for a maximum of \$3,125 per contractor per month, for up to two months.

IMPACT ON CURRENT PROJECTS

This action will ensure that the County is provided the ongoing availability of a network of community resources that have the training and the capacity to work on the community's behalf in responding to and preventing hate crime and promoting positive intergroup relations. Most critically, it will protect the community's capability for directly responding to, and providing assistance and support to, County residents who find themselves victims of hate incidents and hate crimes.

Respectfully submitted,

Robin S. Toma
Executive Director
Commission on Human Relations

RST:ES

Attachments (2)

- HCVAAL Services Agreement Amendment
- January 11, 2005 Board Letter with attachments
- Exhibit 1: Hate Crime Victim Assistance & Advocacy Initiative Agreement

c: Chief Administrative Officer
Executive Officer, Board of Supervisors
County Counsel
Auditor-Controller

HATE CRIME VICTIM ASSISTANCE
AND ADVOCACY INITIATIVE SERVICE AGREEMENT
AMENDMENT No. 1

THIS AMENDMENT is made and entered into this ____ day of _____, 2005

by and between

COUNTY OF LOS ANGELES
(hereinafter "County").

and

(hereinafter "Contractor")

WHEREAS, reference is made to that certain document entitled "Hate Crime Victim Assistance and Advocacy Initiative Service Agreement," dated January 11, 2005, and further identified as County Agreement #29011105 (all hereafter "Agreement"); and

WHEREAS, it is the intent of the parties to amend Agreement to provide for changes set forth herein; and

WHEREAS, said Agreement provides that changes may be made in the form of a written amendment which is formally approved and executed by the parties:

NOW, THEREFORE, the parties hereby agree as follows:

1. This Amendment shall become effective July 1, 2005, or upon Board of Supervisors' approval, whichever is later.
2. Section 1. TERM, of the Agreement shall be revised, in part, to read as follows:

"Section 1. TERM: This Agreement shall commence upon the date of Board approval, and shall continue in full force and effect through August 31,

2005. Notwithstanding the foregoing, this Agreement may be terminated, with or without cause, by either party, upon giving of at least ten (10) days' advance written notice to the other party. ”

3. Section 3., MAXIMUM OBLIGATION OF COUNTY, of the Agreement shall be revised to read as follows:

“3. MAXIMUM OBLIGATION OF COUNTY: During the term of this Agreement, as set forth in Paragraph 1, the maximum obligation of the County for all services provided hereunder shall not exceed Thirty-Four Thousand, Three Hundred Seventy-Five Dollars (\$34,375).”

4. Paragraph 35.0 TERMINATION FOR CONVENIENCE, shall be amended to read as follows:

“35.0 TERMINATION FOR CONVENIENCE: The performance of services under this Agreement may be terminated, with or without cause, in whole or in part, from time to time when such action is deemed by County to be in its best interest. Termination of services hereunder shall be effected by delivery to Contractor of a Ten (10) day advance Notice of Termination specifying the extent to which performance of services under this Agreement is terminated and the date upon which such termination becomes effective.”

/

/

/

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Agreement to be subscribed by its Executive Director of the Commission on Human Relations and Contractor has caused this Amendment to be subscribed in its behalf by its duly authorized officers, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By _____
Robin S. Toma, Executive Director

CONTRACTOR

Contractor

By _____
Signature

Printed Name

Title _____
(Affix Corporate Seal)

APPROVED AS TO FORM
BY THE OFFICE OF COUNTY COUNSEL

Raymond G. Fortner County Counsel

By _____
Christina A. Salseda
Deputy County Counsel